



Screenwise Pty Ltd

STUDENT SUPPORT AND FAIR TREATMENT POLICY

RTO Code: 91699 | Version 1.0 | Effective January 2026

Item	Detail
RTO Name	Screenwise Pty Ltd
RTO Code	91699
ABN	18 106 187 606
Regulatory Framework	Standards for RTOs 2025 — Outcome Standards 1.1, 2.3, 2.6
Responsibility	Registrar / Chief Executive Officer
Review Cycle	Annual or following regulatory change
Version	1.0 — Effective January 2026

1. Purpose

This policy sets out Screenwise's commitment to fair treatment, equal opportunity, and student support. All applicants and enrolled students are entitled to be treated fairly and to access appropriate support throughout their enrolment.

This policy is publicly available on the Screenwise website (www.screenwise.com.au) prior to enrolment.

2. Equal Opportunity and Fair Treatment

Screenwise is committed to providing all staff, students, and applicants with a learning environment that values diversity, respects differences, and is free from all forms of discrimination, bullying, harassment, and vilification. This includes (but is not limited to) behaviour relating to a person's race, ethnicity, nationality, religion, gender, sexual orientation, disability, or any other protected attribute.

Screenwise has zero tolerance for any form of discrimination, harassment, or vilification. Any such behaviour may result in disciplinary action, including suspension or expulsion.

All applicants are assessed for entry to the course through the same published entry requirements and the same process.

3. Student Selection

The following entry requirements apply to the 11352NAT Advanced Diploma of Screen Acting.

3.1 Initial Application

Applicants must submit:

- A completed course application form with passport-sized photo attached
- A recording of a one-minute Film or TV monologue of their choice, submitted electronically
- Payment of the Application and Audition Fee of \$66

Successful applicants will be contacted by the Screenwise office and invited to a Call Back Audition.

3.2 Call Back Audition



The Call Back Audition is held before a panel comprising Screenwise trainers and at least one independent industry professional, and includes:

- An additional one-minute Film or TV monologue, performed live to camera or by video conference
- A two-hander Film or TV scene supplied by Screenwise
- An interview

3.3 Assessment Criteria

During the initial submission and Call Back Audition, the following criteria are assessed:

- English language and literacy, as demonstrated through the audition and interview
- Talent and aptitude for screen acting
- Ability to take direction
- Capacity to meet the financial obligations of the course, as disclosed in the Letter of Offer
- A level of physical fitness appropriate to the demands of screen acting training
- Commitment to achieving the outcomes of the course

4. Student Support Services

Screenwise provides a range of support services to help students participate fully in their course. During enrolment, Screenwise will engage with students at various points to identify support needs — including through enrolment documentation, orientation, and one-on-one meetings.

Support is available for:

- Administrative and enrolment matters
- Language, literacy, numeracy, and digital (LLN/D) proficiency
- Study and learning support
- Alternative payment plan arrangements
- Counselling referral (external)
- Disability access support, where feasible
- Employment services referral (external)

Where specialist external support is recommended, students should verify the cost of those services directly with the provider. Students are welcome to use a provider of their own choosing.

To access support, students should contact Reception. If the matter is sensitive, students may request a meeting directly with the Registrar.

5. Student Wellbeing

Screenwise is committed to providing a supportive and safe environment that promotes the mental, physical, social, and emotional wellbeing of all students.

Where appropriate, adjustments may be made to training plans or assessment due dates, additional support may be arranged, or students may be referred to external support services. All wellbeing-related information is handled with respect for the student's privacy and confidentiality.

Students may seek support at any time by contacting Reception or the Registrar.

6. Publication

This policy is published on the Screenwise website (www.screenwise.com.au) and is included in the Student Handbook. Students requiring further information should contact the Registrar at barry@screenwise.com.au.



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Approved by	Date	Version	Next Review
CEO — Screenwise Pty Ltd	January 2026	1.0	January 2027